



Peace Corps – NEPAL

VACANCY ANNOUNCEMENT

(Announcement Number: 15-003)

OPEN TO: All Interested Candidates
POSITION: Driver, Personal Services Contractor
OPENING DATE: December 24, 2014
CLOSING DATE: January 7, 2015
WORK HOURS: Full-time; 48 hours/week. This position will begin in May 2015

The Peace Corps is a U.S. governmental agency that promotes peace around the world by sharing one of America's greatest resources: Volunteers. The Peace Corps has been operating for fifty years in 139 countries; the agency's mission is to promote world peace and friendship, and the goals are: to help the peoples of interested countries and areas in meeting their needs for trained men and women; to help promote a better understanding of the American people on the part of the peoples served; and, to help promote a better understanding of other peoples on the part of the American people.
www.peacecorps.gov

BASIC FUNCTION OF THE POSITION

The Peace Corps program in Nepal places American Volunteers in two-year assignments in villages and towns across the country. Peace Corps is seeking experienced and qualified applicants for the full time contracted position of Driver.

Under the supervision of General Services Manager, the Driver drives motor vehicle to transport passengers/cargo, is expected to provide services in the area of logistic support, and will also be required to perform manual labor and other administrative activities when not driving. Overnight travel outside the Kathmandu valley is required.

QUALIFICATIONS REQUIRED

- Minimum of 3 years of work with Americans or international organizations as a driver of various types of vehicles.
- Driving License category A and B with a clean record.
- Completion of Secondary School.
- Level II (Working knowledge) speaking/reading/writing English and Level IV (fluent) speaking/reading/writing Nepali.
- Must have thorough knowledge of local traffic laws and regulations.
- Must have thorough knowledge of Kathmandu and roads in country.
- Must have ability to detect malfunction, recommend servicing or repair of the vehicle, and provide basic vehicle maintenance. Must be able to accurately maintain vehicle logs.
- Ability to make rapid and sound decisions on weather and road conditions for countryside travel to ensure safety of passengers.
- Must have good knowledge of locations of NGOs, other offices and Ministries of the host government.
- Must pass annual physical exam determining fitness for duty as required by Peace Corps and U.S. Mission.
- Must be able to lift up to 50 pounds.
- Must meet US Embassy security clearance requirements.

DESIRED QUALIFICATIONS: Level III (good knowledge) speaking/reading/writing English; basic computer skills; ability to get to the office quickly after normal work hours and in emergency situations; advanced knowledge of vehicle maintenance; possess motorcycle.

TO APPLY:

The United States Peace Corps is an Equal Opportunity Employer. Interested candidates should submit their CV and a cover letter in English addressing the qualification requirements by email to: nepaljobs@peacecorps.gov or mail to Peace Corps Nepal, Attn: Driver Vacancy, PO Box 15150, Kathmandu, Nepal. All applications must be received by 5 PM on Wednesday, January 7, 2015. Only shortlisted candidates will be contacted.